



MECKLENBURG COUNTY IS SEEKING A DEPUTY DIRECTOR OF FINANCE (DEPUTY CFO)



Seeking a local government finance leader to join our team and grow a premier Finance Department – *the best!*

Mecklenburg County is home to over 1.1 million residents and the City of Charlotte—the second largest city in the southeast, and the 15th largest in the nation. With 6.9 million residents within 100 miles, Mecklenburg County lies in the heart of the sixth largest urban area in the United States. The County includes the City of Charlotte; towns of Cornelius, Davidson, and Huntersville in the north; and the towns of Matthews, Mint Hill, and Pineville in the south.

Over the last decade, Mecklenburg County has attracted a large and growing number of people from around the country and the world. As a major hub for American Airlines – one of the country's largest airlines

– it is easy to get to Mecklenburg County.

This access has helped attract several Fortune 500 and 1000 companies that bring millions of investment dollars into the local economy. With a world-renowned park and recreation system, a range of professional and minor league sports teams, and diverse communities, people who come to Mecklenburg County find an energized downtown and a variety of living options.

Since 1994, Mecklenburg County has been governed by a nine-member Board of County Commissioners (BOCC) with six members elected by districts and three elected

at-large. The BOCC appoints a County Manager who executes policy decisions and leads the County organization by overseeing the administration of County departments.

Mecklenburg County provides an environment where you can touch and enrich lives every day in countless ways. It's not just a place to work – for some, it's an opportunity to serve their neighbors and make a difference. For others, the role they take on fulfills a lifelong pursuit. Whatever the reason you choose to work for the County, there is an opportunity for personal growth, professional development, and to make a difference in people's lives.

DEPARTMENT OVERVIEW

The Financial Services Department serves as a strategic partner in support of all County missions, with responsibility for all financial services, including general accounting, payroll, investments, treasury functions, grants, financial reporting, the capital improvement program, budgetary compliance, providing fiscal and budget staff support for departments, and procurement.

Vision Statement

To always provide excellent, innovative, value-added financial services to ensure the financial strength, accountability, and integrity of Mecklenburg County.

Mission Statement

To provide efficient and effective financial support services and strong fiscal stewardship through sound policies and practices, education, exceptional customer service, and continuous improvement for the benefit of the community.

Mecklenburg County's annual FY21 operating budget is \$1.9 billion. The County also maintains a \$1.6 billion 5-year capital plan that includes schools, government facilities, park and recreation, and libraries. The County is one of the top 10 employers in the County, with approximately 5,700 budgeted full-time County positions.



The Department:

The Financial Services Department includes three divisions: Central Finance, Departmental Financial Services, and Procurement, and has approximately 136 positions. The Central Finance Division is responsible for enterprise-wide financial management, including financial policies and internal controls, grants management, accounting, financial reporting, revenues, claims management, payroll, capital, and treasury services. Departmental Financial

Services provides budget and financial support services on behalf of eleven County departments, including Health and Human Services and several small but critical offices. The Procurement Division was stood up in 2015, to provide centralized procurement services for the County. The DCFO serves as part of the senior leadership team for finance, and leads the Central Finance and Departmental Financial Services Divisions.

CANDIDATE PROFILE

POSITION SUMMARY

The Deputy Director of Finance (Deputy CFO) reports to the Chief Financial Officer (CFO) and assists in developing and delivering strategic financial services to the County. This newly created position that will be responsible for running the day-to-day operations of the department and assist the CFO with completing tasks for the Executive Team, Board of County Commissioners and other stakeholders. The position will directly supervise and direct operational and compliance functions of Finance including Central Finance and Departmental Financial Services, with responsibility for financial reporting, grants management, payroll, and general accounting. The Deputy Director of Finance (Deputy CFO) serves as CFO in the CFO's absence.

The DCFO will be an experienced, visionary financial professional who fully understands the principles and practices of governmental finance, accounting, capital budgeting, and long-range financial planning. The ideal candidate will be a team player, with a focus on developing staff towards the goal of developing a premier finance department. They will possess excellent communication skills, comfortable working with staff of all levels, to identify strategies and innovative ways to address local government issues, and advise the CFO, County Executive Team, and elected officials.

Key aspects are strategic thinking, strong communication and listening skills, technical competency, staff development, and strong leadership, including demonstrated change management skills.

Skilled in:

- Superior verbal and written communication and presentation skills.
- Program evaluation, including analysis of relative costs and benefits of potential actions to choose the most appropriate one.
- Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Conveying information effectively.
- Experienced in leading and supervising a diverse group of employees with a varied level of experience & competencies.
- Ability to assist with fostering a positive work environment where employees feel valued and understand their contributions to the department goals.

MINIMUM QUALIFICATIONS

Experience:

- Eight (8) years of full-time progressively responsible experience in public financial, audit or business management or other directly related field including two (2) years in a management capacity assessing complex organizational issues, planning strategies and leading complex projects.

Education:

- Master's degree in finance, economics, business, public administration, accounting, marketing urban planning or related field.

Equivalent Experience for Education Accepted: yes

Licenses and Certifications:

- Valid NC or SC driver's license and the ability to obtain and maintain a County Operator Permit.

Preferred Qualifications:

- Accounting, Auditing, and/or Financial Management certification such as Government Finance Officer Certification (GFOA), Certified Public Accountant (CPA), Certified Internal Auditor (CIA), Certified Government Financial Manager (CGFM), Chartered Financial Analyst (CFA), or Certified Public Finance Officer (CPFO).

**This is an exciting
OPPORTUNITY to join
a *DYNAMIC TEAM!***

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- Principles and processes for providing exceptional customer service. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Laws, legal codes, court procedures, precedents, government regulations, and agency rules, and the political climate.

Abilities:

- Change Management – Lead cross-organizational change management efforts, incorporating feedback from internal and external stakeholders; embrace change and create value through improvements to the Finance organization; and foster an environment of creativity and innovation, focusing on the empowerment and support of staff through tools and continuous process improvement.



- Aligning Performance for Success – Focusing and guiding others in accomplishing work objectives.
- Ability to Prioritize Efforts – Navigate and respond to multiple competing priorities, delivering quality outcomes under strict deadlines.
- Building Strategic Work Relationships – Developing and using collaborative relationships to facilitate the accomplishment of work goals.
- Strategic Decision Making – Obtaining information and identifying key issues and relationships relevant to achieving a long-range goal or

- vision; committing to a course of action to accomplish a long-range goal or vision after developing alternatives based on logical assumptions, facts, available resources, constraints, and organizational values.
- Formal Presentation – Presenting ideas effectively to individuals or groups when given time to prepare; delivering presentations suited to the characteristics and needs of the audience.
- Leading through Vision and Values – Keeping the organization's vision and values at the forefront of decision making and action.

COMPENSATION & BENEFITS

A competitive salary based on experience will be offered for the Agency/Department Director position with generous benefits. Benefit include medical, dental, vision care, flexible spending accounts, short- and long-term disability as well as basic and supplemental term life insurance. The selected candidate will be automatically enrolled into the North Carolina Local Government Retirement System upon their employment. In addition, there is optional participation in one of two deferred compensation plans, a 457 Plan or 401(k) Plan, with a 5% match from the County.



APPLICATION & SELECTION PROCESS



Qualified candidates please submit your resume online by visiting our website at careers.mecknc.gov

Resumes will be screened in relation to the criteria outlined in this brochure. Selected candidates will be invited for an interview.

For more information, please contact:

please contact: Todd.Harris@MeckNC

Mecklenburg County is an Equal Opportunity Employer and values diversity in all its workforce. Visit the Mecklenburg County web site at: MeckNC.gov

